E–IDEAS ENGINEERING
Inclusion. Diversity. Equity.
Advancement for Students

The Super Application (E-IDEAS Affinity Groups)
Section 1: Group Information & Learning

Section 1 of The Super Application details important group contact information and registration details. It also includes student group goals and development. If a particular field does not apply to your group, please enter N/A.

Group Information

Group Name		Website	
Home Department		Facebook	
Primary Faculty Advisor		Twitter	
Alumni / Other Faculty Advisors		Instagram	
		YouTube	
Affiliated National / International Organizations		LinkedIn	
		Other	
Group Generic Email			
Group Purpose/Goals			

Membership Policies (Required)
List the membership policies pertinent to your group, including but not limited to:
- Requirements for joining
- Classes of membership, if applicable
- Limitations on the number of members
- Membership selection criteria
- Organization leadership selection
- Minimum participation requirements

(250 words)

Student Group Learning

Current Year Goals

Please detail the specific objectives you will be targeting this year – your priority areas. (50 words)

Long-term Goals (Optional)

Please list the overall objectives of your group. New groups must discuss how the proposed group overlaps and/or complements the existing groups. (50 words)

APSC Support

Locker request

What are you using your locker for this year? What is your locker password? Have you opened your locker?

In-kind and Other Support Requests (Recommended)

If your group requires assistance from APSC units (recruiting communications, boosting content on social media, updating group information on department website, etc.), indicate your request here and to which department(s).

Section 2: Funding Sources & Finance

Section 2 of The Super Application details your group's budget and roster, and assesses your eligibility for APSC funding opportunities.

If you require any assistance or have any questions, reach out to eideas@apsc.ubc.ca

| I confirm that all information provided on this form is correct | |

Current Year Budget and Schedule

Report spendings from the current cycle

Your student group's current year finances must include all of your group's expenses and income that are significant in your group's operation. The level of detail may vary depending on your documentation process and the information you have available. Please ensure that all responses provided are accurate and can be supported by the relevant document should the faculty need more information. You're not required to complete the Expense Category - this is for your own personal reference.

Timeline	
Briefly note down key milestones and events that are planned and executed for your student group for the past academic year.	
Term 1	
Term 2	

Expected Budget/Expenses 2025-2026

Expense Category	Expense	Amount	Reference Link	Notes
	TOTAL			

Expected Income 2025-2026			
Income Category	**Source of Income**	**Amount**	**Notes**
	TOTAL	$ -	

Previous Year Budget and Schedule
Report spendings from the previous cycle

Your student group's previous year finances must include all of your group's expenses and income that was significant in your group's operation. The level of detail may vary depending on your documentation process and the information you have available. Please ensure that all information provided is accurate and can be supported by the relavant document should the faculty need more information. You're not required to complete the Expense Category - this is for your own personal reference.

Timeline

Briefly note down key milestones and events that were planned and executed for your student group for the past academic year.

September	
October	
November	
December	
January	
February	
March	
April	
May	
June	
July	
August	

Previous Budget/Expenses 2024-2025

Expense Category	Expense	Amount	Reference Link	Notes
	TOTAL			

Previous Income 2024-2025			
Income Category	**Source of Income**	**Amount**	**Notes**
	TOTAL	$ -	

Group Roster

Your student group's roster must include all the executives of your group. General members can choose to share their information with the Faculty should they give consent and feel comfortable doing so. Many students may not be comfortable with others knowing they identify with a certain group. The Roster is only asked for to nominate students for scholarships or awards for their contributions to the group.

Clearly identify the executives and general members of your student group in the next page.

TEAM ROSTER										
First Name	**Last Name**	**Student #**	**Faculty**	**Degree**	**Program**	**Year**	**Role (if any)**	**Email**	**Executive/General**	**New/Returning**

Departmental Funding

Fill out the table below for any departmental funding requests. In the 'Proposed Use' column, provide details on what your group will use this funding for. Your department will need to see detailed information here as a rationale for approving your funding request.

Department	No. of Students	% Representation	Amount Requested	Proposed Use
CHBE				
CIVL				
EECE				
ENPH				
ENVE				
GEOE				
IGEN				
MANU				
MECH				
MINE				
MTRL				
SBME				

Sponsorship Package (Optional – File Submission)

In **the SuperApp submission form**, attach your group's sponsorship package for review.

Section 3: Group Policy Handbook (Optional)

Section 3 of The Super Application details your group's policies and addresses key concerns for managing a student group.

Student Group Success

Recruitment Plan (Optional)

Briefly outline how you attract new members and help them make an informed decision about joining your group. For new groups, please provide an in-depth plan to attract a sufficient member base. We are interested in how you plan to recruit new members initially, but also what plans you have made to foster a strong commitment from them throughout the year. (250 words)

Outreach Plan (Optional)

If your group engages in outreach, please provide details here. (120 words)

Collaboration Plan (Optional)

Provide a detailed list of all collaborations you take part in. We are particularly interested in cross-group collaborations, cross-institutional collaborations, and industry collaborations (include industry associations). (180 words)

Promotion Plan (Optional)

Provide details on how your group interacts with UBC departments, faculty, the university itself, and your greater community. This informs APSC on how your group markets itself internally and helps ensure groups are being treated equitably. Please provide details of how your group promotes what you do within its department, faculty, university, and the greater scientific/engineering community. (150 words)

Safety Plan & Rules

Psychological Safety (Optional)

Describe how your group ensures the psychological safety of its members and the mechanisms used to achieve it. (150 words)

Safety on Campus (Optional)

Indicate how your group works to create a safe space on campus for all members, and the expectations on members to uphold these guidelines. (150 words)